



TRUCKEE MEADOWS FIRE PROTECTION DISTRICT STAFF REPORT

Board Meeting Date: February 04, 2025

DATE: January 7, 2025

TO: Truckee Meadows Fire Protection District Board of Fire Commissioners

FROM: Joe Kammann, Division Chief
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THROUGH: Dale Way, Interim Fire Chief
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SUBJECT: Recommendation to approve a change order to increase Purchase Order #65000005900 issued to Life Assist (Publicly Solicited Contract #PS20180) utilizing Purchasing Program NPPGOV in an amount not to exceed \$175,000 to allow for the continuing purchase of medical supplies. (All Commission Districts)
FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve a change order to increase Purchase Order #65000005900 issued to Life Assist (Publicly Solicited Contract #PS20180) utilizing Purchasing Program NPPGOV in an amount not to exceed \$175,000 to allow for the continuing purchase of medical supplies.

PREVIOUS ACTION

July 11, 2023, The Board of Fire Commissioners approved the purchase of emergency medical supplies from Life Assist (Publicly Solicited Contract #PS20180) utilizing Cooperative Purchasing Program NPPGOV in an amount not to exceed \$125,000 annually.

BACKGROUND

TMFPD runs three full-time ambulances, and medical supplies typically run the District between \$12,000-\$15,000 per month, which also includes the medical supplies for the engines. The engines and the ambulances hold a par-level of supplies, and the stations hold the reserves. The ambulance stations hold more reserves of medical supplies than the engine-only stations. The District headquarters also holds a cache of supplies in case an event happens and the units run out of supplies.

TMFPD has researched the best way to get EMS supplies quickly and cost efficiently. By utilizing NPPGOV Cooperative Purchasing Program, the District can ensure they are getting the best prices without the delay in opening-up a District formal bidding process. The prices for these supplies will be in accordance with their contract (#PS20180) through NPPGOV.

AGENDA ITEM #5C

Life Assist is one of the nation's largest distributors of emergency medical supplies, equipment and EMS pharmaceuticals and has the ability to quickly respond to the changing needs of EMS services.

FISCAL IMPACT

The District has included adequate funds in the fiscal year 2024-2025 Emergency Medical Services Proprietary fund budget for medical supplies.

RECOMMENDATION

Staff recommends the Board approve a change order to increase Purchase Order #65000005900 issued to Life Assist (Publicly Solicited Contract #PS20180) utilizing Purchasing Program NPPGOV in an amount not to exceed \$175,000 to allow for the continuing purchase of medical supplies.

POSSIBLE MOTION

If the Board agrees with Staff's recommendation a possible motion can be:

"I move to approve a change order to increase Purchase Order #65000005900 issued to Life Assist (Publicly Solicited Contract #PS20180) utilizing Purchasing Program NPPGOV in an amount not to exceed \$175,000 to allow for the continuing purchase of medical supplies."